

VOTE CUYAHOGA COUNTY BOARD OF ELECTIONS

**Board Meeting
8-25-2020**

**THIS MEETING WAS HELD VIA TELECONFERENCE IN ACCORDANCE WITH
H.B. 197, 133rd G.A. §12 (2020)**

Attending:

Jeff Hastings, Chairman
David Wondolowski, Member
Rob Frost, Member
Inajo Davis Chappell, Member/via teleconference
Anthony W. Perlatti, Director
Shantiel Soeder, Deputy Director
Mark R. Musson, Assistant Prosecutor, Cuyahoga County
Linda Walker, Clerk to the Board/via teleconference

The Cuyahoga County Board of Elections Meeting began at 2:07 pm. Hereinafter referred to as the CCBOE/Board.

Chairman Hastings noted that Board Members Wondolowski and Frost, Director Perlatti, Deputy Director Soeder, and he were present in person. Board Member Chappell was present via teleconference.

Agenda Item 1: Approval of minutes from the August 17, 2020 board meeting

Chairman Hastings moved to approve the minutes from the August 17, 2020 board meeting. Board Member Wondolowski seconded. The motion passed unanimously.¹

Agenda Item 2: Certification of the Official Results of the August 4, 2020 Special Election

Chairman Hastings moved to approve the absentee ballots from the August 4, 2020 Special Election. Board Member Wondolowski seconded. The motion passed unanimously.

Chairman Hastings moved to approve the provisional ballots from the August 4, 2020 Special Election. Board Member Wondolowski seconded. The motion passed unanimously.

Chairman Hastings moved to acknowledge the pre & post test results of the vote tabulation system from the August 4, 2020 Special Election. Board Member Wondolowski seconded. The motion passed unanimously.

¹ Narrative that is underlined in the CCBOE minutes relate to a motion that was acted on by the Board.

Chairman Hastings moved to approve the Certification of the Official Results of the August 4, 2020 Special Election. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 3: Acknowledgement of the date, time, and place of the post-election audit for the August 4, 2020 Special Election

Chairman Hastings moved to acknowledge the date, time, and place of the post-election audit for the August 4, 2020 Special Election to be held on Wednesday, September 2nd at 9:00 am at the CCBOE warehouse location. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 4: Acknowledgement of removal from and appointment to elected office

Chairman Hastings moved to acknowledge the removal from and appointment to elected office. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 5: Approval to send the Voter Information Guide for the November 3, 2020 Presidential Election

Chairman Hastings moved to approve to send the Voter Information Guide for the November 3, 2020 Presidential Election. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 6: Approval of personnel agenda

Chairman Hastings moved to approve the personnel agenda as presented in the board package. Board Member Wondolowski seconded. The motion passed unanimously.

NEW BUSINESS

Poll Worker Recruitment

Henry Curtis, Election Officials Manager, provided an update on the poll worker recruitment process stating that CCBOE has entered into partnership with United Way, who has agreed to approve a day off to their staff who sign up to work the polls on Election Day. United Way will also assist in recruiting poll workers through their volunteer contacts. CCBOE is also participating with Ohio Means Jobs in their virtual job fair to be held on Thursday and Friday, August 27 and 28th from 10AM -2PM and will be partnering with Vocational Guidance Services, who will assist with the recruitment of the sanitation official positions. He further stated the Election Officials Department has received approximately 4,994 applications from individuals to be poll workers. Of that number, 161 are attorneys, 143 are county workers and 199 sanitation officials. CCBOE currently has a population pool of 7,700 (5,323 new applicants and 2,377 returning workers) who have reached out to the CCBOE to work the polls. Chairman Hastings asked how many referrals were received from the Secretary of State's website.

Curtis replied 2,039. All Voting is Local has worked with the National Association of Social Workers (NASW) to make continuing education units (CEU's) available to social workers who serve as poll workers. The CCBOE's past programs would not be able to be utilized due to the CEU credit criteria and ultimately CCBOE would need to construct a special curriculum for social workers. Director Perlatti stated that the Social Worker program does not seem to be as fruitful of a program as other programs previously utilized. He further stated that he has reached out to Aaron Ockerman, Ohio Association of Election Officials, for feedback on whether other boards around the State are experiencing difficulty with the CEU's and curriculum; only ten (10) boards have submitted applications at this point. Unfortunately, time is of the essence and the CCBOE does not anticipate pursuing this recruiting method for the fall Election. Board Member Chappell commended staff on recruitment efforts and partnerships to date. Board Member Frost suggested that staff consider submitting the curriculum that was created and used for the CLE Attorney Program, and that having worked with the program, he certainly understands the involvement that would be needed to create a new program for the social workers. Chairman Hastings inquired if we would be utilizing seventeen/eighteen year old students in the upcoming Election. Director Perlatti replied he has a telephone call scheduled with Michael Houser, from the Cleveland Metropolitan School District, to discuss our Student Poll Worker Program and would discuss the possibility of having a virtual approach to reach students, noting that schools just recently returned to session as of last week.

Update on DS850

Director Perlatti stated that the Board previously authorized the purchase of the DS850's at the last board meeting; however, there were some comments from board members regarding the contract language. Assistant Prosecutor Musson discussed the board's concerns with the legal department of ES&S; progress was made and CCBOE will move forward with submitting to the County Executive and County Council for procuring these items.

Update on Transition to ".gov" Domain

Director Perlatti stated the date for transition of this Secretary of State Directive is Friday, August 28, and staff is working very closely with the County's IT department to meet this deadline.

Update on Polling Locations

Director Perlatti stated that there were twelve locations that could be considered priority locations that needed to be worked through and are now resolved. August 31st is the goal deadline date to have all polling locations confirmed. Board Member Chappell asked that a final polling location summary be provided to the Board once completed.

Update on Voting in Senior Assisted Living Facilities

Deputy Director Soeder stated staff conducted a meeting via zoom with approximately 50 attendees out of the 100 contacts we have of senior assisted living facility administrators across Cuyahoga County to begin discussions regarding what voting at their facility for the November Election could possibly involve. After the meeting a survey was sent to all 100 contacts and provided two options; vote by mail for all residents or offer training sessions for staff to assist residents with casting a ballot. The latter option would involve the need to deputize staff at the senior assisted living facilities. Soeder also stated that the CCBOE was working very closely with the County Health Department and the City of Cleveland for guidance. Board Member Chappell asked what would be the process for deputizing staff at the facilities. Soeder responded saying it would be similar to our election official training program but with a focus on the ID envelope and the ballot. The training would be roughly 15 minutes and could be done via telephone or zoom and the facility staff would be required to sign an oath as all Election Officials sign. Soeder further stated that she does not see this as being a very involved process to deputize facility staff.

Update on Website Accessibility

Director Perlatti stated that boards of elections were directed by the Secretary of State's Office to do a website accessibility testing on their websites and CCBOE did not pass. Perlatti said CCBOE was already aware of not passing as CCBOE is currently working on a new website. CCBOE does not foresee full compliance until after the November General Election. He further stated that by September 15th, CCBOE will need to have key items completed on our website to include the voter look up, contact information and sample ballots to meet ADA accessibility. CCBOE is working with the County's IT Department on the contact information section and does not anticipate any issues in making the change. The majority of information available on the website is in the form of a PDF (currently 975 PDF's), and does not meet the accessibility guidelines. We are reaching out to vendors to purchase a product for the sample ballot that will comply with ADA accessibility. Board Member Chappell asked if the \$40K grant received for cyber security is available to fund the cost of the ADA website accessibility updates. Perlatti responded that CCBOE does have the funds available and that \$25K has been allocated for cyber security and \$15K for ADA website accessibility.

Update on Emergency Management Plan

Tony Kaloger, Election and Compliance Administrator, stated that this past July the CCBOE submitted its annual Election Administration Plan (EAP) to the Secretary of State's Office and a section within the EAP is in reference to CCBOE's Emergency Contingency Plan during early in-person voting and voting at polls on Election Day. Directive 2020-12 required CCBOE to request the County Emergency Contingency Management Agency and the Sheriff's Department to review the emergency contingencies

during the timeframes of Early Voting and Election Day to include review of power outages, traffic issues, inclement weather, gas leaks, etc. They will also review our Employee Emergency Plan that addresses emergency actions that take place during non-election cycles. The Emergency Management Plan will be submitted this Friday, August 28th, and any feedback from the Emergency Contingency Management Agency and Sheriff's Department will be shared with the Board Members.

Chairman Hastings moved to adjourn at 2:53 p.m. Board Member Wondolowski seconded the motion. The motion passed unanimously.

Certification: I have reviewed the above minutes and certify that they are an accurate summary of the actions taken by the Cuyahoga County Board of Elections at its meeting held on August 25, 2020.

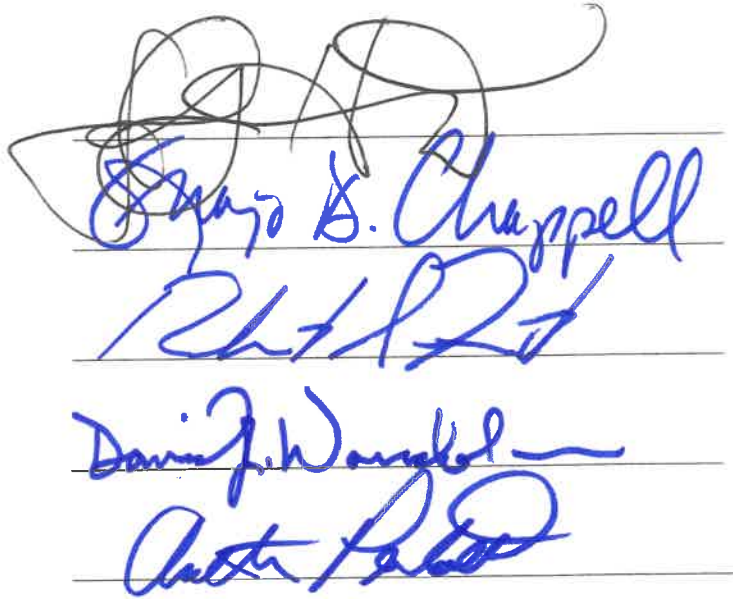
Jeff Hastings, Chairman

Inajo Davis Chappell, Member

Robert S. Frost, Member

David J. Wondolowski, Member

Anthony Perlatti, Director



The image shows five handwritten signatures in blue ink, each written over a horizontal line. The signatures are: 1. A large, stylized signature that appears to be 'Jeff Hastings'. 2. A signature that reads 'Inajo Davis Chappell'. 3. A signature that reads 'Robert S. Frost'. 4. A signature that reads 'David J. Wondolowski'. 5. A signature that reads 'Anthony Perlatti'.